



**Deployment of Network Nodes in Public-Right-of-Way**  
(Streets, Sidewalks, and Other Public Places)

City of Colleyville  
100 Main Street  
Colleyville, TX 76034  
817.503.1090

1. This application is addressed to the Director of Public Works or designee and made on a form furnished for that purpose, stating the extent, dimensions, character, and purpose of the cut or excavation to be made, the location, by street and number if possible, where the work is to be done, and the time in which it is to be completed. This application form is accompanied by maps of the existing facilities in the area, to the extent available, and the location of the proposed facilities, methodology of construction, and proposed start and completion dates. When the work includes excavating, which will exceed five feet in depth, a trench safety design sealed by a licensed professional engineer shall also accompany the application, unless otherwise provided by law.
2. A permit shall only be valid for the area of the right-of-way specified within the permit. No permittee may cause any work to be done outside the area specified in the permit, except as provided herein. Any permittee who determines that an area is greater than that which is specified in the permit must apply for and receive a new right-of-way permit.
3. The City of Colleyville must approve or deny an application for a network node not later than the 60th day after the date the municipality receives the complete application. The City must approve or deny an application for a transport facility not later than the 21st day after the date the municipality received a complete application. Denial of a complete application will include the basis for the denial, including specific applicable code provisions or other municipal rules, regulations, or other law on which the denial was based via electronic mail. Not later than the 30th day after the date the municipality denies the application, the applicant may cure the deficiencies identified in the denial documentation and resubmit the application without paying an additional application fee, other than a fee for actual costs incurred by the municipality.
4. The application is not complete unless it contains all information required by this Ordinance, requested on the application form, and required by any supplemental list of required documentation provided by the City with the application form.
5. If a Right-of-Way User will be utilizing a City pole for installation of facilities, a Pole Attachment Agreement must be provided in supplement to this application.
6. The following fee schedule will apply:

STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES	
Small cell user fees (This penalty shall not exceed and is capped by statutory limits)	\$500.00 (1-5 network nodes); \$100.00 (each additional network node); \$1,000 per pole
Small cell user fees (This penalty shall not exceed and is capped by statutory limits)	\$270.00 annually for each network node;
Transport Facility monthly user fee (This fee shall not exceed and is capped by statutory limits)	\$28 multiplied by the number of the network provider's network nodes located in the public right-of-way for which the installed transport facilities provide backhaul, until the time the network provider's payment to the City exceeds its monthly aggregate per month compensation to the City



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*(Please print clearly)*

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Part 1. Facility Owner Information				Part 2. General Contractor Information			
<i>Facility Owner Company:</i>				<i>General Contractor:</i>			
<i>Utility/CTP Representative:</i>				<i>Site Supervisor Name:</i>			
<i>Address of Facility Owner:</i>				<i>Address of General Contractor:</i>			
<i>Company Phone:</i>		<i>Company Cell:</i>		<i>Company Phone:</i>		<i>24 Hour Phone:</i>	
<i>Email Address Facility Owner:</i>				<i>Email Address of Contractor:</i>			
Part 3. Sub-Contractor List							
<i>Sub-Contractor:</i>				<i>Sub-Contractor 2:</i>			
<i>Site Supervisor Name:</i>				<i>Site Supervisor Name:</i>			
<i>Address of Sub-Contractor:</i>				<i>Address of Sub-Contractor:</i>			
<i>Sub-Contractor Phone:</i>		<i>24 Hour Phone:</i>		<i>Sub-Contractor Phone:</i>		<i>24 Hour Phone:</i>	
<i>Email Address Sub-Contractor:</i>				<i>Email Address Sub-Contractor 2:</i>			
Part 4. Description of Request							
<i>Work Site Address and Location:</i>							
<i>Proposed Start Work Date:</i>				<i>Estimated Completion Date:</i>			
<b>Check the appropriate boxes:</b> <div style="display: flex; justify-content: space-between;"> <div> <i>Pavement Cut?</i>      <input type="checkbox"/> Yes   <input type="checkbox"/> No  <i>Directional Bore/Boring?</i>   <input type="checkbox"/> Yes   <input type="checkbox"/> No  <input type="checkbox"/> Other _____         </div> <div> <i>Excavation?</i>      <input type="checkbox"/> Yes   <input type="checkbox"/> No  <i>Lane Closure?</i>   <input type="checkbox"/> Yes   <input type="checkbox"/> No         </div> </div>							
Purpose and General Description of Work (Provide any additional information that you would like considered for your request): <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div>							
Date: _____ Printed Name (Applicant): _____ Signature (Applicant): _____							
Part 5. For Office Use Only							
<i>Received By:</i>	<i>Date Received:</i>	<i>Plans Submitted:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<i>Trench Safety Design Submitted:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<i>Insurance Submitted:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> On File	<i>Performance/Maintenance Bond:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> On File <input type="checkbox"/> N/A	<i>Application Approved:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Fee Paid:</i>		<i>Receipt #:</i>		<i>Received By:</i>		<i>Date Received:</i>	
<i>Permit Distribution:</i> <input type="checkbox"/> TRAKiT <input type="checkbox"/> Facility Owner <input type="checkbox"/> General Contractor				<i>Permit Number:</i>			

Deployment of Network Notes in Public Right-of-Way



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**Please answer and check the appropriate field for each question relating to your application below.**

1. Is this form accompanied by maps of the existing facilities in the area, to the extent available, and the location of the proposed facilities?  
☐ Yes  
☐ No
2. Have you provided applicable construction and engineering drawings and information that confirm compliance with the Design Manual and Applicable Codes?  
☐ Yes  
☐ No
3. Is there any additional information reasonably related to the use of the public rights-of-way to ensure your compliance with the Design Manual, Chapter 86 of the City of Colleyville Code of Ordinances, and Chapter 284 of the Texas Local Government Code?  
☐ Yes  
☐ No
4. Have you provided a certificate that the Network Node(s) complies with applicable regulations of the Federal Communications Commission?  
☐ Yes  
☐ No
5. Have you provided certification that the proposed network node(s) will be placed into active commercial service by or for the network provider not later than the sixtieth (60th) day after the date of construction and final testing of each network node is completed?  
☐ Yes  
☐ No  

Has a certificate of insurance been provided that establishes the Network Provider and its contractor have at least \$1,000,000.00 in general liability coverage?

☐ Yes  
☐ No
6. Have you provided written approval from the owner of the utility pole, if not the City, that the network provider is authorized to install facilities at said utility pole?  
☐ Yes  
☐ No  
☐ N/A
7. Have you provided written certification that there are no other poles, with small cell attachments permitted/under application review, within 300 feet of the subject pole(s)?  
☐ Yes  
☐ No

Office Use Only

Permit No: \_\_\_\_\_

Location: \_\_\_\_\_